

MEMORANDUM

D – Operations

1/2/17

K-12 Issues

1. Approval of Payroll Related Expenses – Moved that the Board of Education approves the December 30<sup>th</sup>, 2016 Payroll in the total amount of \$736,470.09 Board Share FICA in the total amount of \$11,951.80 and State Share FICA in the total amount of \$40,615.48.
  
2. Approval of Payroll Related Expenses – Moved that the Board of Education approves the December 31<sup>th</sup>, 2016 Payroll in the total amount of \$5,621.42 Board Share FICA in the total amount of \$38.25 and State Share FICA in the total amount of \$391.79.
  
3. Approval of November Board Secretary and Treasurer Reports – Moved that the Board of Education approves the report of the Board Secretary and the Treasurer for the month ending November 30, 2016, and that a copy be attached to the minutes.
  
4. Approval of Employee Travel and Related Expense Reimbursements -  
**WHEREAS**, the following employees, are attending the conference, convention, staff training, seminar or workshop as indicated; and

**WHEREAS**, the attendance at the stated function was previously approved by the Chief School Administrator for the date as indicated on their completed Professional Absence Form, as being work related and within the scope of the work responsibilities of the attendee; and

**WHEREAS**, the attendance at the function was approved as promoting the delivery of instruction or furthering efficient operation of the school district, and fiscally prudent; be it

**RESOLVED**, that upon the recommendation of the Business Administrator, the Board of Education approves the recommendation from Michael Neves and finds the travel and related expense particular to attendance at the approved function necessary and/or unavoidable, and that the travel and related expense are justified and therefore reimbursable in accordance with OMB Guidelines, State travel regulations and/or employee contracts.

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<b>Name</b>	<b>Date (s)</b>	<b>Workshop / Conference</b>	<b>Registration Fee Paid by BOE</b>	<b>Mileage/ Tolls / Other</b>
Gilbert, Barbara	02/02/17	Acceptance of Grant, NJEA Headquarters, Trenton, NJ	\$0	Mileage - \$36.95 Tolls - \$9.00 Parking - \$18.00
Nosal, Peter	01/16/17	Google Apps for Education Workshop, Hopatcong, NJ	\$199	\$13.14
Presuto, Robert	01/26/17	TECHSPO Educational Technology Conference Atlantic City, NJ	\$275	Mileage - \$83.70 Tolls - \$9.00
Sorochynskyj, Judy	01/27/16	Reader's Workshop Observations Mahway, NJ	\$0	\$15.75
Sorochynskyj, Judy	01/31/16	Reader's Workshop Observations Paramus NJ	\$0	\$14.82
Sorochynskyj, Judy	02/09/16	Pearson Regional Training PARCC, Whippany, NJ	\$0	\$3.16
Toledo, Rene	01/26/17	TECHSPO Educational Technology Conference Atlantic City, NJ	\$275	Mileage - \$83.70 Tolls - \$9.00